

Other _

CITY OF ASHEVILLE APPLICATION FOR EMPLOYMENT



(PLEASE PRINT)
BE SURE TO GIVE ACCURATE AND COMPLETE INFORMATION. FAILURE TO DO SO MAY RESULT IN THE REJECTION OF YOUR APPLICATION. IT IS IMPORTANT THAT YOU FILL OUT ALL SECTIONS OF THIS APPLICATION COMPLETELY AND TO THE BEST OF YOUR ABILITY. YOUR APPLICATION WILL BE USED AS A PART OF THE EVALUATION PROCESS AND, THEREFORE, SHOULD REPRESENT YOUR BEST EFFORT. YOU MAY ATTACH A RESUME, BUT THIS APPLICATION MUST BE COMPLETED IN IT'S ENTIRETY.

Current Information				
Position applied for:			_Date:	
Date Available:				
Circle all that apply: Full Time Part Time	Temporary	Summer		
NAME:				
Last	First		Middle	
ADDRESS:Street & No. or P.O. Box	City		State	7in
	City		State	Zip
TELEPHONE: () () C	(ell	_) Business	E-m	nail Address
Education				
Name/Location				
High School/GED	Yrs Comp	Yrs Completed		Major
College/University	Yrs Comp	Yrs Completed		Major
Grad/Professional	Yrs Comp	Yrs Completed		Major
Skills & Certifications				
List or attach resume with any skills & certifications	s that may be releva	nt. (EX: Comp	uter Software, Equ	ipment, Licensures)
O an amal lufa muschious				
A. Have you ever been employed with the City of Ashevillf yes, what dept. & when?				
B. Are you related by blood or marriage to any City emp If yes, give name, relationship and department.	loyee?			
C. Have you ever been convicted of an offense against the lf yes, please explain.	e law other than a minc	or traffic violatio		
NOTE: A conviction record will not necessarily exclude you from the job for which you are applying.			you were convicted will	be evaluated in relation to
APP	PLICANT INFORMATIO	N FORM		
The City of Asheville is an Equal Opportunity Employer. The City of			sis of sev race color reli	igion national origin ago or
disability. The information requested below is voluntary and failure to occupational qualification. The sole purpose of this information is to comply with reporting requirements of the Equal Employment Opport not be used in any way in our selection process or for any personn	o supply this information we measure the success of our stunity Commission. This for	vill not affect you a recruitment efforts rm will be separa	s an applicant unless it is in reaching all segments	determined to be a bona fide of the population and to
HOW DID YOU LEARN OF THIS OPENING (Please check all which apply)		SEX:Male	Female	
Newspaper (which one?)				lder 18 or older
Professional Magazine or Newsletter (which one?)			ATEGORY:14 or of40 or of	der65 or older
Employment Security Commission (which city)		EEO CATEGORY – check one Hispanic or Latino White (Not Hispanic)		
Radio (which station)				
TV (which station?)		Black or African American Asian or Pacific Islanders American Indian or Alaska Native		
Internet (Which site)				
Career/Job Fair (specify)				

Employment Record your complete work history in the spaces below. Begin with your current or most recent employer first. Be sure to account for gaps in your employment history. Related volunteer experience should also be listed. A. CURRENT OR MOST RECENT EMPLOYMENT (or explain gap in employment) Job Title _ __ Starting Salary __ __ Last Salary __ Name & title of supervisor ______ Phone (____) ____ No. of employees you supervise __ Employer /Company ___ __ Address __ Date Employed __/__/ Date Separated __/__/ Hours Per Week____ Main Duties Reason for leaving ___ B. **NEXT MOST RECENT EMPLOYMENT** (or explain gap in employment) _____ Starting Salary _____ Last Salary ____ Name & title of supervisor ______ Phone (____) ____No. of employees you supervise __ Employer /Company _____ Address Date Employed ___/____ | Date Separated ____/___ | Hours Per Week___ Reason for leaving ___ C. NEXT MOST RECENT EMPLOYMENT (or explain gap in employment) ____ Starting Salary ____ Last Salary ___ Job Title Name & title of supervisor ______Phone (____)___No. of employees you supervise __ __ Address __ Employer /Company ___ Date Employed __/__/ Date Separated __/__/ Hours Per Week__ Main Duties Reason for leaving References

(1) Name	Phone ()
(2) Name	Phone ()
(3) Name	Phone ()

certify, to the best of my knowledge and belief, the information given truly represents my background and experience. I understand that if I have knowingly misrepresented or falsified any of the application information I may be disqualified for employment consideration or dismissed form employment with City of Asheville. I authorize my former employer to give any information regarding my employment. I have authorized them to release my records and discuss my work performance with representatives of the City of Asheville who are investigating the response provided herein. I understand that proof of my eligibility for employment in the United States must be furnished before I begin work with the City of Asheville. I understand that North Carolina state law requires male applicants for employment, 18 to 26, to register for military service. By signing below I certify that I am in compliance with state law. I understand that a pre-employment drug screen and physical are required.

Signature _ Date



THANK YOU FOR APPLYING

City of Asheville, N.C. P.O. Box 7148, Asheville, NC 28802-7148

Job Line # (828) 259-5498 Ext. 7

www.ashevillenc.gov